

**MINUTES OF A REGULAR MEETING OF THE BICYCLE AND PEDESTRIAN
ADVISORY COMMISSION OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY,
SEPTEMBER 25 AT 7:00 P.M. AT CITY HALL-COMMUNITY CHAMBERS, ONE
NORTH SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

PRESENT: Karl Danz (Vice-Chair), Jim Fenton, Bill Crook, Chris Hlavka, Bill Sheppard, Cedric Novenario (Staff Liaison)

ABSENT: Suzanne Ambiel (Chair), Wes Brinsfield

PUBLIC COMMENTS

Jim Wing provided comments on the increase of bicycle racks in the downtown, however, from his observation in areas where they are not heavily used. Encourages placement where bicycle racks are more useful.

Kim Cranston notified encourages the BPAC and members of the public to attend the Safe Routes to Downtown Presentation hosted by Passarelle Investment Company.

ITEMS FOR CONSIDERATION/ACTION

1. Minutes

On a motion by Bill Crook, seconded by Bill Sheppard, the item is approved. Passed 4-0. Karl Danz abstained.

2. Commercial Design Review Application for 467 First Street.

Planning staff and applicant provided a presentation and overview of the proposed 17,156 square foot office space building at 467 First Street. The BPAC and public in attendance provided comments which ranged from considering pedestrian visibility from the driveway from the north side (Village Motors), ramp slope and texture, adjacent parking issues and pedestrian sensors to warn motorists of oncoming pedestrians on sidewalk.

On a motion by Jim Fenton, seconded by Bill Sheppard, the item is approved with the following considerations:

- Reduce ramp slope and improve texture
- Pedestrian visibility from ramp
- Pedestrian warning system

Passed 5-0

3. Artistic Bike Rack Policy

Staff presented a second version of the proposed Artistic Bike Rack Policy. The BPAC provided suggestions ranging from clarifying distance required for approval between the bike rack and affected neighboring property owner, determination of acceptable colors and the addition of stainless steel as an acceptable material.

On a motion by Bill Sheppard, seconded by Bill Crook, the item is approved as amended. Passed 5-0. This will be presented to the PAC for their approval.

4. Relocation of U.S. Postal Service Mail Collection Boxes

Staff provided information regarding the proposed and existing locations of the mailboxes in the downtown. Based on public feedback (see attached), the lack of reported accident history and the post office currently being satisfied with the current location, the BPAC recommended to keep the mailboxes at the current location.

On a motion by Bill Sheppard, seconded by Jim Fenton, the item is approved. Passed 5-0

INFORMATIONAL ITEMS

5. Monthly Staff Reports

Staff liaison updated Commission on related Capital Improvement Projects.

ADJOURNMENT

Vice Chair Karl Danz adjourned the meeting at 9:29 p.m.

September 25, 2013

Los Altos Bicycle and Pedestrian Advisory Commission
Los Altos City Hall Community Chambers
One North San Antonio Road
Los Altos, CA 94022

RE: Possible Relocation of Existing Drive through Post Office Boxes on 1st Street

Dear Advisory Commission Members:

At today's meeting, 09/25/13, the members of the Los Altos Property Owner's Downtown (POD) voted again to endorse keeping the existing drive-through post boxes in their current location on First Street until a better solution is developed for relocating all or a portion of them, and want to elaborate on concerns expressed to you in our letter dated August 28.

The June 25, 2013 report from Jim Gustafson to the City Council on this matter states: "Vehicle access at this location presents a conflict with pedestrian access to and from downtown because the drive aisle also serves as the off-street path for pedestrian travel adjacent to the mail collection boxes. As First Street undergoes continued redevelopment and sidewalk improvements, the vehicle-pedestrian conflict at this location cannot be addressed until this mail drop-off activity is relocated."

We feel the "vehicle-pedestrian" conflict, which also involves bicyclists, is primarily a temporary problem created by the fact the side walk on the west side of First Street is temporarily closed due to construction at 100 First Street and that the "conflict" will be significantly reduced when construction is complete and the sidewalk is reopened. Further, we're concerned moving the mailboxes as proposed will create several identifiable problems and will likely have other negative impacts not yet foreseen.

BENEFITS OF EXISTING LOCATION

1. Existing location is out of primary downtown congestion area for vehicular traffic, pedestrian and bicycle users.
2. Existing location is safe for pedestrian and bicycle users.
3. Existing location has proved effective, convenient, and safe for more than 50 years.
4. Does not reduce or impact adjacent parking areas.

CONCERNS ABOUT POTENTIAL RELOCATION BEHIND CHASE BANK / 3RD STREET LOCATION

1. New location will increase traffic problem and congestion as it will limit access from multiple downtown locations and force access off of San Antonio Road.
2. New location will increase traffic problem in adjacent parking lots and force illegal turns/u-turns.
3. New location will most likely reduce and/or eliminate some existing parking.
4. New Location does not address traffic and parking impacts.
5. The back of the current post office has created parking and parking lot circulation problem as patrons drop off mail and packages without using parking spaces. This clogs the parking lot, increases congestion in the parking lot and reduces usable parking spaces. It could only be assumed that relocating the drive through post box behind the Chase Building on 3rd Street would create similar problems.

CONCERNS ABOUT POTENTIAL RELOCATION BEHIND LOS ALTOS PHARMACY / 2ND STREET LOCATION

1. New location will increase traffic problem and congestion as it will limit access from multiple downtown locations.
2. New location will most likely reduce and/or eliminate some existing parking.
3. New Location does not address traffic and parking impacts
4. The back of the current post office has created parking and parking lot circulation problems as patrons drop off mail and packages without using parking spaces. This clogs the parking lot, increases congestion in the parking lot and reduces usable parking spaces. It could only be assumed that relocating the drive through post box behind the Los Altos Pharmacy/2nd Street location will only exacerbate these problems.

Los Altos POD sees no rationale for permanently relocating existing drive through mail boxes when there is only a temporary inconvenience created by the current construction on First Street. Los Altos POD endorses maintaining the drive-through post box drop off in its current location on First Street.

Respectfully submitted,

Los Altos Property Owners Downtown Board of Directors

**MINUTES OF A REGULAR MEETING OF THE BICYCLE AND PEDESTRIAN
ADVISORY COMMISSION OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY,
OCTOBER 23, 2013 AT 7:00 P.M. AT CITY HALL-COMMUNITY CHAMBERS, ONE
NORTH SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

PRESENT: Suzanne Ambiel (Chair), Karl Danz (Vice-Chair), Wes Brinsfield, Jim Fenton, Bill Crook, Chris Hlavka, Bill Sheppard, Cedric Novenario (Staff Liaison)

ABSENT: None

PUBLIC COMMENTS

Mike Mctighe provided comments that consideration and implementation of Green Bike Lanes after a street surface maintenance project such is completed. Mr. Mctighe also provided comments regarding landscaping and sight distance issues for pedestrians and cyclists at the many neighborhood/path connectors throughout the City.

Gary Hedden notified the BPAC that Green Town will be partnering with the Los Altos History Museum to host a Bicycle Exhibit. Mr. Hedden encourages the BPAC to participate by providing any material or assistance in bicycle history, lectures, slideshow, providing prototype bicycles, vintage bicycles or assistance in advertising. The bicycle exhibit is scheduled for 2014.

ITEMS FOR CONSIDERATION/ACTION

1. Minutes

Approval of the minutes will be deferred to the November 20, 2013 Special meeting.

2. Design Review and Use Permit Application for 1555 Oak Avenue

Planning staff and applicant provided a presentation and overview of the proposed 3,360 square foot preschool facility on an existing church site at 1555 Oak Avenue. The applicant noted that they will shift their start and end times to avoid any school bell conflicts with Oak Avenue School and Mountain View High School (MVHS). It was also noted that the traffic study was still being conducted.

Mr. Larry Beren, a longtime resident of the area provided public comment. He requests that since the intersection of Oak and Truman is fairly busy, that the applicant and staff consider the traffic impact and safety to the surrounding area.

The BPAC comments such that ranged from the need of more bike racks, investigate the number of school related use from MVHS at the church parking lot which may affect use of the property, investigate traffic safety and preschool start times.

On a motion by Jim Fenton, seconded by Karl Danz, the item is approved with the addition of 4 additional bike racks. Passed 6-0.

Note: Commissioner Wes Brinsfield removed himself from the discussion because of the relationship he has with the applicant.

3. Project Inventory Update

The commission and staff determined that the formation of a subcommittee is appropriate with the objective to go through the database and detail to update (add, remove, revise) projects as appropriate prior to presenting the database to the commission as a whole.

Bill Crook, Chris Hlavka and Wes Brinsfield were selected to be a part of the subcommittee. On a motion by Wes Brinsfield, seconded by Suzanne Ambiel, the subcommittee is approved. Passed 7-0.

Staff to coordinate with the subcommittee meeting dates for December 2013 and January 2014.

4. Bicycle Rack Policy

Staff will collect recommendations for an alternative bicycle rack design (alternative to the "U" shaped bicycle rack) from members of the commission and report back the types to be considered for a potential alternative standard bicycle rack at the November 20, 2013 meeting.

INFORMATIONAL ITEMS

5. Monthly Staff Reports

Staff liaison updated Commission on related Capital Improvement Projects. Staff requested to move the November 27, 2013 BPAC meeting to the November 20, 2013. The fourth week of November is Thanksgiving week.

ADJOURNMENT

Chair Suzanne Ambiel adjourned the meeting at 9:12 p.m.